



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

October 25, 2010

To: Audit Committee

From: William T Fujioka
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

REVIEW OF BOARD POLICY NO. 3.045, ENERGY AND ENVIRONMENTAL POLICY

This memo provides a recommendation to revise the Board of Supervisors Policy No. 3.045, Energy and Environmental Policy (EEP) established on August 8, 2006.

The purpose of Policy No. 3.045 is to provide guidelines for the development and enhancement of an energy conservation and environmental program for County departments. It established a multi-departmental EEP Team to develop program goals and objectives and to monitor and provide periodic reports to the Board of Supervisors on the status of the County Energy and Environmental Program.

In September 2009, your Board approved the creation of the County Office of Sustainability (COS) within the Internal Services Department (ISD) to respond to legislation, regulation, and policy related to climate change, and to coordinate energy efficiency, conservation, and sustainability programs within the County and the region.

ISD is also administering American Recovery and Reinvestment Act (ARRA) grant funds related to the Statewide Energy Upgrade California Program, a comprehensive residential energy efficiency program, including \$15.4 million from the formula-allocated Energy Efficiency and Conservation Block Grant (EECBG), \$14.9 million under the competitive EECBG program, and \$8 million in ARRA funds from the California Energy Commission. With this funding, ISD is responsible for:

- Establishing environmental service centers in County unincorporated areas;
- Implementing a property-assessed clean energy financing program under AB 811 when it becomes available;

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- Continuing the Energy Efficiency Retrofit and Building Retro-commissioning Program for County buildings;
- Providing outreach and education for the County's Green Building Program; and
- Assisting with the development of a Regional Climate Action Plan.

As described on February 23, 2010, in the EEP Team Report to the Board of Supervisors (Attachment I), both EEP Team members and Board staff have noted that there is a large degree of overlap between the responsibilities of ISD and the EEP Team. In that report, it is recommended that ISD assume all of the functions previously assigned to the Team.

ISD will continue the Team's work with all County departments, other public agencies, and industry organizations to recommend to the Board new energy and environmental programs to be included under this policy. ISD will inform departments, the Chief Executive Office (CEO), and the Board of the status of environmental and energy efficiency initiatives through regular meetings, semi-annual reports, and updates to an improved website located at <http://green.lacounty.gov>. Oversight and delivery of the County's Capital Program will remain the responsibility of the CEO and Department of Public Works (DPW). ISD will continue to advise and support the CEO and DPW in the incorporation of sustainable, green building technologies into the County's Capital Program.

Your Board did not provide any alternative direction to the recommendation that ISD assume the responsibilities of the EEP Team. I therefore submit this recommendation to revise Board Policy No. 3.045 as outlined below:

- A clean version of the revised policy (Attachment II);
- A clean version of the addendum containing additional detail on environmental priorities (Attachment III) which will be included as part of the policy; and
- A strikeout version of the existing policy (Attachment IV).

An ISD representative will be available to attend any Audit Committee meetings related to this matter in order to answer any questions that Committee members may have.

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If you have any questions, please have your staff contact Director of ISD, Tom Tindall at (323) 267-2101 or at ttindall@isd.lacounty.gov .

WTF:BC:EFS
GS:CL:cg

Attachments

c: Executive Office, Board of Supervisors
 Internal Services Department
 Public Works
 Regional Planning

K:\Assignments\10.25.10 Review Of Board Policy 3.045.Docx



COUNTY OF LOS ANGELES
Internal Services Department
1100 North Eastern Avenue
Los Angeles, California 90063



Tom Tindall
Director

To enrich lives through effective and caring service.

Telephone: (323) 267-2101
FAX: (323) 260-5237

February 23, 2010

To: Each Supervisor

From: Tom Tindall
Director

Tom Tindall

Subject: **ENERGY & ENVIRONMENTAL POLICY TEAM REPORT #7**

This memo provides an update on the accomplishments and activities of the Energy and Environmental Policy Team (Team) created through your Board's approval of the County-wide Energy and Environmental Policy (Policy) on January 16, 2007.

This document also discusses the role of the Team now that a County Office of Sustainability has been established within the Internal Services Department (ISD).

TEAM ORGANIZATION

Under the Policy, the Team was created to investigate and develop energy and environmental programs for implementation in County facilities and operations. The Team also provides support to County departments for programs initiated by the Board, including those that impact constituents County-wide or in County unincorporated areas. It is led by ISD and includes representatives from County Counsel, Chief Executive Office, Public Works, Parks and Recreation, Sheriff's Department, Public Library, Health Services, Public Health, Community and Senior Services, Community Development Commission, Southern California Edison, Southern California Gas Company, and the City of Los Angeles Department of Water & Power.

The Team meets regularly, most recently on January 27, 2010. Working committees have been established within each program area listed below and meet as necessary to accomplish the goals of the Policy.

- Energy and Water Efficiency
- Green Building Operations
- Environmental Stewardship
- Public Education & Outreach

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In September 2009, your Board approved the creation of a County Office of Sustainability (COS) within ISD to respond to legislation, regulation, and policy related to climate change, and to coordinate energy efficiency, conservation, and sustainability programs within the County and the region.

ISD is also administering American Recovery and Reinvestment Act (ARRA) grants related to County-wide energy efficiency programs, including \$15.4 million from the formula-allocated Energy Efficiency and Conservation Block Grant (EECBG). Under the EECBG award, ISD is responsible for:

- Establishing Environmental Service Centers in County unincorporated areas
- Implementing a Property-Assessed Clean Energy financing program (under AB 811)
- Continuing the Energy Efficiency Retrofit and Building Retro-commissioning Program for County buildings
- Providing outreach and education for the County's Green Building Program
- Assisting with the development of a Regional Climate Action Plan

As noted by both Team members and Board staff, there is a large degree of overlap between the responsibilities of the ISD's COS and the Team. Thus, ISD will recommend that we assume all of the functions previously assigned to the Team. That is, ISD will inform departments, the CEO and the Board of the status of environmental and energy efficiency initiatives through regular meetings, semi-annual reports, and updates to an improved <http://green.lacounty.gov> website.

ISD is preparing a draft revised County Energy and Environmental Policy (Policy) to eliminate the Team and assume its functions. Unless your Board provides an alternative direction, ISD plans to submit the revised Policy for your Board's consideration in April 2010.

RECENT ACCOMPLISHMENTS

The most recent Energy and Environmental Policy Team report was issued on August 27, 2009. Since that report, we have accomplished the following significant activities:

- Public Works and ISD received a Quality and Productivity Commission Productivity Investment Fund grant and loan to certify their respective headquarters buildings under LEED EBOM (Existing Building - Operations and Maintenance) guidelines. Efforts are underway to achieve LEED EBOM certification by March 2011. A planned outcome of this effort is that ISD will develop certain County green building policy standards that meet LEED EBOM requirements for use in all County buildings. The certification of ISD's headquarters building is on track for meeting the original objective of certification

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at the silver level. Public Works is pursuing more green building points than initially planned, and will also likely achieve LEED certification at the silver level.

- As part of the LEED EBOM certification process for both buildings, training will be held to promote sustainable construction and building operations for building management staff from other County departments. More than 75 staff persons will learn about these green building standards. An educational provider will be contracted in March 2010, with training sessions to start in April 2010.
- A portion of the EECBG funds (approximately \$1 million) has been allocated for providing public education and outreach about the County's Green Building Program, which includes new adoption of new building ordinances for new residential and commercial buildings. These funds will be used to provide industry stakeholder and constituent outreach, and to offer training for County staff on Program requirements and implementation. On December 14, 2009, approximately 160 staff persons from Regional Planning and Public Works attended a training session. This first training session provided an overview of green building and sustainable development fundamentals.
- The Los Angeles Regional Collaborative (LARC) for Climate Action and Sustainability will oversee the creation of a County-wide Climate Action Plan. The LARC, which includes members from local jurisdictions, public agencies, non-profit organizations, and universities, has formed a Regional Climate Action Planning Committee to guide the drafting of a scope of work for the Climate Action Plan and regional adaptation model. The Committee has begun to evaluate various emissions inventory and projection protocols, and will soon create a solicitation document to contract for this work. ISD represents the County on the LARC and on the Committee.
- ISD is managing AB 811 Program development. Under AB 811, counties and cities can provide municipal financing for energy efficiency and renewable energy projects on private property. The financing remains with the property if it is sold and is repaid through a line-item assessment on the property tax bills. In November 2009, the County hired a consultant team to design, implement, and administer the AB 811 Program. ISD, the Treasurer and Tax Collector, and the CEO have been providing monthly updates to your Board on this very important program. The latest update is attached.
- The formula-allocated EECBG includes the establishment of Environmental Service Centers across the County to provide information, materials, and resources to constituents on a variety of energy and environmental programs. ISD is now working with the consultant team hired to implement EECBG programs on the Environmental Service Center program design and implementation plan. In November, 2009, ISD provided the Board with an

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update on the Environmental Service Centers proposal and its implementation. On December 16, 2009, ISD met with the deputies from all five supervisorial districts, plus stakeholders from Public Works and Regional Planning, to discuss the program status. On January 27, 2010, ISD met with Public Works' Environmental Programs Division to coordinate their efforts with the Environmental Service Centers.

- ISD will expand and enhance the Energy and Environmental website <http://green.lacounty.gov>. This website will be used as one of the major outreach components for the Environmental Service Centers and the AB 811 Program, as well as an internal resource to access status reports on energy and environmental policy issues.

ISD will continue to support County programs that are led by other organizations. These include:

- Developing programs to limit or ban the use of polystyrene food containers and plastic bags (led by the CEO and Public Works);
- Implementing the Green Building Program for private development in unincorporated County (led by Regional Planning and Public Works);
- Implementing the County Capital Project Program to certify new County buildings (>10,000 square feet) at the United States Green Building Council's LEED silver level.

Further details on all energy and environmental activities described above are included as attachments and may be found at <http://green.lacounty.gov>. If you have any questions, please contact me at (323) 267-2101 or Howard Choy at (323) 881-3939.

TT:HC:MB:LR
Attachment(s)

c: William T Fujioka, CEO
Ellen Sandt, DCEO
Lari Sheehan, DCEO
ISD Board Deputies
Each Department Head



Los Angeles County
BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
3.045	Energy and Environmental Policy	12/19/2010

PURPOSE

Provides guidelines for the development and enhancement of an energy conservation and environmental program for County departments. Establishes the County Office of Sustainability (COS) to develop program goals and objectives and to monitor and provide periodic reports to the Board of Supervisors on the status of the County Energy and Environmental Program.

REFERENCE

August 8, 2006, Board Order 4, Amendment

December 19, 2006, Board Order 44

March 17, 2009 Board Motion

May 12, 2009 Board Motion

May 25, 2010 Board Motion

POLICY

It is the policy of the Board of Supervisors that all County departments implement the County Energy and Environmental Program for energy conservation and environmental stewardship. The County Energy and Environmental Program consists of the following elements:

- Energy and Water Efficiency
- Green Building Construction and Operations
- Environmental Stewardship
- Public Outreach and Education

ATTACHMENT II

- The County will establish and maintain Energy and Environmental Program targeted at reducing greenhouse gas production due to County operations and will participate with other regional stakeholders in reducing greenhouse gas production Countywide.
- The County will develop and maintain a Climate Action Plan for internal County operations and for County Unincorporated Areas; and participate in regional efforts to develop and implement a Countywide Climate Action Plan (CAP); the Countywide CAP will include creation of a Greenhouse Gas (GHG) emissions baseline, establishment of GHG emissions reduction targets, creation of strategies to achieve those targets, and development of a climate change adaptation model.
- The COS will serve as a single point of contact within the County for: Coordination of and support for County and Countywide activities; providing assessment and advice on new program elements, legislative, and regulatory issues that impact the Energy and Environmental Policy.
- The County will implement a wide variety of energy and environmental programs as part of policy, regulatory requirements, and legislation. All of the County's efforts in these areas shall be organized, described and updated on a single County "green" website.
- The County will continue to incorporate sustainable, "green building" technologies into the design of new capital improvements and major refurbishment projects; and specifically the County will achieve Leadership in Energy & Environmental Design (LEED) certification at the Silver level for all new County buildings of at least 10,000 square feet in size.
- The County will establish a goal of reducing energy consumption in County facilities by 20% by the year 2015 using 2003 as the benchmark.

All of the Policy activities listed above, and others, are discussed in more detail in the addendum to this Policy.

RESPONSIBLE DEPARTMENT

The Internal Services Department (ISD) shall provide oversight for the Energy and Environmental Policy through its COS. ISD shall work with all Departments within the County to implement the Policy and programs. ISD shall coordinate implementation of the Board Policy with the Chief Executive Office, Department of Public Works, and Department of Regional Planning.

ISD shall continue to advise and support the Chief Executive Office and Department of Public Works on the incorporation of sustainable, "green building" technologies into the

ATTACHMENT II

County's Capital Program.

DATE ISSUED/SUNSET DATE

Issue Date: December 19, 2010

Sunset Date: December 19, 2014

ADDENDUM

THE COUNTY ENERGY AND ENVIRONMENTAL POLICY PROGRAM AREAS

The following is a more detailed description of the County's Energy and Environmental Policy Program areas and current, ongoing activities under them.

Energy and Water Efficiency

This program area focuses on reducing the County's consumption of energy (electricity and natural gas) to achieve the goal of a 20% reduction in energy consumption in County facilities by the year 2015 (using 2006 as the benchmark year). This goal is consistent with the Governor's Green Building Executive Order (S-20-04) and the State Energy Action Plan, which establishes a similar goal for State facilities. County departments shall reduce energy and water consumption through initiatives that include:

➤ **Implementing and monitoring energy and water conservation practices**

The Internal Services Department (ISD), Department of Public Works (DPW), and the Chief Executive Office (CEO) shall assist County departments in conserving electricity, natural gas, and water through various conservation programs. These programs focus on reducing energy consumption during expensive, "peak-usage" periods. The programs encourage such items as setting thermostats (heating and cooling) at appropriate levels, turning off unused lighting, watering at ideal times of the day, and other changes in behavior and procedures. ISD convenes regular major energy user group workshops to review conservation measures and departmental results.

➤ **Implementing energy and water efficiency projects**

ISD and CEO shall assist County departments in conserving electricity and natural gas by optimizing building systems (also referred to as "retro-commissioning") and implementing energy efficiency projects. Retro-commissioning returns buildings to their peak energy performance by repairing and tuning-up energy systems, such as cooling, heating and ventilation. ISD's Energy Management Division, the County's central energy management organization, procures utility incentives, rebates, and other funding and financing opportunities to implement energy efficiency projects.

ISD and other County building maintenance service providers are assisting departments by implementing water conservation measures by installing low-flow devices, drought tolerant landscaping, leak detection devices, improved water metering, and conservation-based water rates. DPW's Recycled Water Task Force is also assisting departments by facilitating increased usage of recycled water for irrigation and other uses at County facilities.

ADDENDUM

➤ Monitoring progress of energy and water efficiency goals and other programs

Progress towards the County's 20% energy reduction goal by 2015 is tracked on the County's Energy and Environmental Programs website: www.green.lacounty.gov. The County tracks the impacts of energy and water conservation measures by department and throughout large County facilities, in an effort to identify the most effective programs. This website will be refined and enhanced to provide updated information on all relevant County programs.

➤ Enhancing employee energy and water conservation awareness through education and promotions

The County will embark on additional energy conservation and awareness programs, such as the Quality and Productivity Commission's "How's Your Energy"? Program. This program will be re-implemented and marketed on an expanded basis and will be monitored to ensure conservation measures remain an integral part of all County operations. Employee education and promotion programs will be integrated into a more comprehensive effort to implement County sustainability practices throughout County operations.

Green Building Construction and Operations

This program area highlights two significant businesses: 1) designing and constructing new County buildings and refurbishing existing County buildings in energy efficient and environmentally sound ways and 2) to the maximum extent possible, conducting all aspects of County operations in a "green" or sustainable manner.

➤ Designing and Constructing New County Buildings

CEO and DPW have developed a sustainable design policy for the County's Capital Construction Program, consistent with the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) certification program. The sustainable design policy shall establish:

- A process for incorporating sustainable design, construction, and operational characteristics in County capital projects, including achieving LEED Silver certification in new County buildings greater than 10,000 square feet.
- A planning and design protocol that creates healthy work environments and extends a facility's useful life.
- Performance measures to determine the LEED level of certification achieved.

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ISD, through the County Office of Sustainability (COS), shall support the Capital Construction Programs' sustainable design policy by developing project-specific assessments on State and local programs that provide subsidies, incentives, and assistance in implementing particular energy and water efficient technologies or other sustainable design features.

ISD, CEO, and DPW shall establish criteria, in accordance with LEED standards, to measure life-cycle energy and environmental costs and benefits for County capital construction projects. ISD, CEO, and DPW shall report the results of the costs and benefits analysis, as well as the LEED level of certification achieved, for each capital construction project to the Board of Supervisors.

The CEO and DPW shall work with ISD to ensure that criteria developed during the LEED certification process for new construction is provided to ISD-COS and customer departments to support efforts to acquire LEED Existing Building certifications (described below).

“Greening” County Operations

Both the ISD and DPW headquarters buildings are preparing applications for LEED Certification for Existing Buildings (LEED EB). Achievement of these certifications will form the basis for developing a County Best Practices Program for building operations and maintenance. ISD and DPW will work together to develop a program for promoting, assessing, and implementing LEED EB measures and/or certification for other County buildings. LEED EB measures impact an existing building's operations and maintenance programs related to: building and site management, energy and water efficiency, purchasing and contracting practices, waste management, and indoor air quality. These efforts will form the foundation of a program to “green” basic County operations on a large scale and to enhance existing County programs already implemented or being implemented, including:

➤ **Environmentally Responsible Purchasing Standards**

The County is investigating and implementing requirements and preferences for environmentally friendly packaging, environmentally safe cleaners and solvents, greater emphasis on recycled products, minimum energy efficiency standards (e.g., “Energy Star”) for appliances, and other sustainable purchasing policies. In addition, the County has adopted the Electronic Products Environmental Assessment Tool (EPEAT) to assist in the identification of products that have been designed to reduce environmental impacts throughout their lifecycle. The County has adopted the EPEAT certification standard for all solicitations for desktops, laptops, and other office computing products.

The County is also developing a program and schedule for banning the purchase of expanded polystyrene (EPS) food packaging at all County facilities. Program

ADDENDUM

recommendations also include maximizing the use of durable and reusable goods and implementing the use of non-EPS products, such as compostable and recyclable alternatives.

➤ Recycling Programs

The County is increasing recycling and waste reduction programs within County buildings by utilizing the resources provided by DPW's Environmental Programs Division, ISD, and other departments' building maintenance organizations. DPW and ISD install recycling bins in visible areas of County buildings for the segregation of paper, plastic, glass, and other recyclables from normal waste. This program also provides bins for the collection and disposal of household hazardous waste items, such as batteries and computer equipment.

➤ Transportation and Fleet Management

The County has implemented a program that allows employees to purchase train and bus passes using "pre-tax" dollars. In addition, the County promotes ridesharing and telework as strategies to reduce traffic congestion, air pollution, and commuter costs. The County encourages employees to utilize various rideshare programs, including carpooling, telecommuting, public transportation, and alternate work hours. The Clean Fuel Policy of 1995 requires County departments to report their fleet composition and their progress toward acquiring clean fuel vehicles. ISD reports annually on behalf of all County departments with the exception of Sheriff, Fire, and Public Works departments, who file their own reports.

On February 12, 2008, the Board of Supervisors established a Vehicle Purchasing Services Program (VPSP) for alternative fuel vehicles. The program provides an incentive for County employees, retirees, family members, and contractors/sub-contractors to purchase "green" vehicles.

Environmental Stewardship

This element of the Energy and Environmental Policy Program shall prepare the County for adherence to potential greenhouse gas reduction legislation requirements and participation in future emissions reduction credit markets. The County shall participate in organizations and collaborations that will assist in measuring and reducing the environmental impacts of both County internal operations and the carbon footprint of the region as a whole. In particular, many local governments are now measuring and establishing goals to reduce the amount of air pollutants (e.g., greenhouse gases) produced as a result of municipal operations and throughout their jurisdictions as a result of community energy use, transportation, and other processes.

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➤ **Industry Organizations**

The County has joined The Climate Registry (Registry), a nonprofit public/private partnership that serves as a voluntary greenhouse gas registry to protect, encourage, and promote early actions to reduce greenhouse gas emissions. ISD shall work with the Registry to assist the County in developing measurement and reporting protocols and establishing goals for the reduction of greenhouse gas emissions. This type of emissions monitoring and reporting may be required by the State as part of the implementation of the Global Warming Solutions Act (AB 32).

The County has also pledged to be a "Cool County." The Cool County pledge includes establishing a greenhouse gas emissions footprint, developing a greenhouse gas mitigation plan, working with local entities to reduce regional greenhouse gas emissions by 80 percent by 2050, and supporting federal legislation to raise Corporate Average Fuel Economy (CAFE) standards.

➤ **Regional Collaborations**

The County is a charter member and steering committee member of the Los Angeles Regional Collaborative for Climate Action and Sustainability (LARC). The LARC is a dues paying membership based organization committed to the development and implementation of regional efforts to quantify greenhouse gas emissions and establish regional reduction goals and implementation strategies for achieving those goals. Other members of the LARC include local cities, public agencies, nonprofit organizations, academic institutions, and private business interests. The LARC encourages regional cooperation to maximize the effectiveness of climate change mitigation and sustainability policies and practices countywide.

Under the LARC, the County and the City of Los Angeles have earmarked ARRA funding for the development of a Regional Climate Action Plan (RCAP) which shall develop a regional greenhouse gas emissions baseline report, establish regional reduction targets, develop regional strategies and implementation plans, and develop a regional climate adaptation model (an analytical model which forecasts climate impacts across the region).

This effort is also intended to support DRP's efforts toward developing a Climate Action Plan specifically for County unincorporated areas, which will be an integral component of the County's General Plan Update.

Public Outreach and Education

The Public Outreach and Education element of the program shall utilize existing and new County community responsibilities and functions to develop and implement programs in support of general sustainability legislation, regulations, and policies. The

ADDENDUM

DPW and DRP have developed ordinances that require new development in County unincorporated areas to be more sustainable.

➤ County Green Building Program

The County has developed a Green Building Ordinance which requires green building elements to be integrated into the construction of new projects in the unincorporated areas. These green building standards are intended to conserve energy, protect natural resources, conserve water, divert waste from landfills, minimize impacts to existing infrastructure, and promote a healthier environment.

The Low Impact Development (LID) Ordinance, which is also part of the Green Building Program, requires major projects to incorporate land planning and engineering design approaches in managing storm water runoff. LID emphasizes conservation and use of on-site natural features to protect water quality. The LID approach is supported by the Environmental Protection Agency (EPA) and is promoted as a method to help meet the goals of the Clean Water Act.

The Drought-Tolerant Landscaping Ordinance, the final ordinance of the Green Building Program, establishes minimum standards for the design and installation of landscaping using drought-tolerant and native plants that require minimal use of water.

➤ Single Use Bag Reduction and Recycling Program

On January 22, 2008, the Board of Supervisors adopted the Los Angeles County Single Use Bag Reduction and Recycling Program, a comprehensive strategy to reduce the consumption and disposal of plastic carryout bags. This program brings together the interests of supermarkets and retail stores, environmental groups, the plastic bag industry, local government, and the public. Every year, approximately 6 billion plastic bags are consumed in Los Angeles County and less than 5% of these bags are recycled. In addition, plastic bags make up about 25% of the litter stream and local governments must spend millions of dollars each year on litter prevention, cleanup, and enforcement activities. This program will reduce the number of plastic carryout bags consumed and their impact on the environment.

➤ Regional Energy Programs

As directed by the Board of Supervisors in March 2009, the County will support efforts to promote energy and water efficiency programs throughout the region, specifically through the utilization of a Property Assessed Clean Energy (PACE) financing program, authorized under AB 811. Using ARRA grants and other third-party funding sources, the County shall develop additional regional programs that promote energy and water efficiency in private and public buildings. The County shall leverage all available funding sources including: federal, State and local grants; utility incentives; PACE financing; and alternative private/public financing.

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The County has developed a regional PACE Program for residential and non-residential, private property owners and will implement said program when challenges raised by the Federal Housing Financing Authority are resolved.

The County has partnered with the State's regulatory agencies, investor-owned and municipal utilities, cities within the County, and workforce development stakeholders to implement a Whole House Retrofit Program in Los Angeles County under the State's *Energy Upgrade California* brand name. *Energy Upgrade California in Los Angeles County* will provide property owners with education, information, incentives and financing for comprehensive, home energy efficiency measures under a single, cohesive program.

➤ Environmental Service Centers

Under *Energy Upgrade California in Los Angeles County*, ISD has begun implementation of Environmental Service Centers (ESCs). Integration and enhancement of ESCs is part of the implementation plan for *Energy Upgrade California in Los Angeles County* and will therefore occur during the period of the ARRA grants (through September 2012). ISD will identify long-term financing to keep the ESCs in operation indefinitely. This program shall leverage communication and outreach channels to share energy, environmental and general sustainability information, facilitate implementation of assistance programs, and spread information on various sustainability programs offered by other entities. The ESCs shall provide, at a minimum, the following:

- Guidance on existing County environmental and conservation programs, including: Green Building Program Ordinances, DPW's Environmental Programs (e.g., 888-Clean LA), County Water Conservation Programs, sustainability programs sponsored by Parks and Recreation and the County Libraries, information and one-on-one counseling regarding the AB 811 PACE financing, when it becomes available;
- Green job training programs and resources overseen by the Workforce Investment Boards and the Los Angeles community colleges;
- Non-County environmental and conservation programs, including: rebates and programs from utilities, State and federal rebates and incentives, such as Cash for Appliances and the California Solar Initiative;
- Information from local transit agencies, including MTA and other transportation stakeholders.

ADDENDUM**The County Office of Sustainability**

The COS was created by ISD and approved by the CEO and the Board as part of ISD's budget for fiscal year 2009-10. COS was created to mitigate the fact that different aspects of the County's existing energy and environmental programs are housed in various County departments and that there was no single agency responsible for all aspects of these programs. Under the initial Energy & Environmental Policy, a multi-departmental Energy and Environmental Policy Team (EEPT) was established to further develop existing energy and environmental program goals and objectives, and to monitor these programs.

As the original EEPT did, COS will continue to work with all County departments, other public agencies, and industry organizations to recommend to the Board new energy and environmental programs to be included under this Policy. With the Board's approval, the COS shall develop new program initiatives, goals, and objectives.

Through the COS, ISD shall provide periodic reports to the Board of Supervisors on the status of all County energy and environmental programs and provide information to the public and other entities on the County's green website.



Los Angeles County
BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
<u>3.0450.000</u>	Energy and Environmental Policy	<u>12/19/2010</u> <u>00/00/00</u>

PURPOSE

Provides guidelines for the development and enhancement of an energy conservation and environmental program for County departments. Establishes the County Office of Sustainability (COS) ~~a multi-departmental Energy and Environmental Team~~ to develop program goals and objectives and to monitor and provide periodic reports to the Board of Supervisors on the status of the County Energy and Environmental Program.

REFERENCE

August 8, 2006, Board Order 4, Amendment ~~Board of Supervisor's Motion dated August 8, 2006.~~

December 19, 2006, Board Order 44

March 17, 2009 Board Motion

May 12, 2009 Board Motion

May 25, 2010 Board Motion

POLICY

It is the policy of the Board of Supervisors that all County departments implement the County Energy and Environmental Program for energy conservation and environmental stewardship. The County Energy and Environmental Program consists of the following elements:

- Energy and Water Efficiency

ATTACHMENT IV

- Green Building Construction and Operations
- Environmental Stewardship
- Public Outreach and Education

- The County will establish and maintain Energy and Environmental Program targeted at reducing greenhouse gas production dueTeam to County operations and will participate with other regional stakeholders in reducing greenhouse gas production Countywide.
- The County willTeam to coordinate the efforts of various departments, develop and maintain a Climate Action Plan for internal County operations and for County Unincorporated Areas; and participate in regional efforts to develop and implement a Countywide Climate Action Plan (CAP); the Countywide CAP will include creation of a Greenhouse Gas (GHG) emissions baseline, establishment of GHG emissions reduction targets, creation of strategies to achieve those targets, and development of a climate change adaptation model.
- The COS will serve as a single point of contact within the County for: Coordination of and support for County and Countywide activities; providing assessment and advice on newongoing program elements, legislative goals and regulatory issues that impactobjectives and to provide periodic reports to the Energy and Environmental Policy.
- TheBoard of Supervisors on the status of County will implement a wide variety of energy and environmental programs as part of policy, regulatory requirements, and legislation. All of the County's efforts in these areas shall be organized, described and updated on a single County "green" website.
 - The County will continue to incorporate sustainable, "green building" technologies into the design of new capital improvements and major refurbishment projects; and specifically the County will achieve Leadership in Energy & Environmental Design (LEED) certification at the Silver level for all new County buildings of at least 10,000 square feet in size.
- The County will establish a goal of reducing energy consumption in County facilities by 20% by the year 2015.
- The County will establish a goal of reducing energy consumption in County facilities by 20% by the year 2015 using 2003 as the benchmark.
- The County shall join the California Climate Action Registry to assist the County in establishing goals for reduction of the greenhouse gases, developing measurement processes, and report results through the Energy and Environmental Team to the Board of Supervisors.

ATTACHMENT IV

All of the above areas are discussed in more detail in the addendum to this policy.

All of the Policy activities listed above, and others, are discussed in more detail in the addendum to this Policy.

RESPONSIBLE DEPARTMENT

The Internal Services Department (ISD) shall provide oversight for the Energy and Environmental Policy through its COS. ISD and shall work with all Departments within the County to implement the Policy and programs. ISD Energy and Environmental Team. The Internal Services Department shall coordinate implementation of the Board Policy with the Chief Executive Administrative Office, Department of Public Works, and Department of Regional Planning.

ISD shall continue to advise and support the Chief Executive Office and Department of Public Works in the incorporation of sustainable, "green building" technologies into the County's Capital Program.

DATE ISSUED/SUNSET DATE

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2006

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2010

ADDENDUM

THE COUNTY ENERGY AND ENVIRONMENTAL PROGRAM AREAS

The following is a brief description of the County's Energy and Environmental Program Areas:

Energy and Water Efficiency

This program area focuses on reducing the County's consumption of energy (electricity and natural gas) and water to achieve the goal of reducing energy consumption in County facilities by 20% by the year 2015. This goal is consistent with the Governor's Green Building Executive Order (S 20-04) and the State Energy Action Plan, which establishes a similar goal for state facilities.

County departments shall reduce energy and water consumption through initiatives that include:

➤ Implementing and monitoring energy and water conservation practices

The Internal Services Department, Public Works and the Chief Administrative Office shall assist County departments conserve electricity, natural gas and water through conservation efforts. These programs focus on reducing energy consumption during expensive, "peak usage" periods. They include such items as setting thermostats (heating and cooling) at more appropriate levels, turning off unused lighting and other measures, watering at ideal times of the day and other changes in behavior and programs.

➤ Implementing energy and water efficiency projects

The Internal Services Department and the Chief Administrative Office shall assist County departments conserve electricity and natural gas by optimizing building systems (also referred to as "retro-commissioning") and implementing energy efficiency projects. Retro-commissioning essentially means returning buildings to their peak energy performance through the repair and tune-up of energy systems, such as cooling, heating and ventilation.

In the area of water, the Department of Public Works' Recycled Water Task Force shall assist departments meet water conservation objectives by increasing the use of recycled water for irrigation and other uses at County facilities. ISD and other County building maintenance service providers shall assist departments by implementing water conservation measures such as installation of low flow water devices, drought tolerant landscaping, leak detection, improved water metering, and conservation based water rates.

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- ~~Enhancing employee energy and water conservation awareness through education and promotions.~~

~~The County will embark on additional energy conservation and awareness programs, such as the Quality and Productivity Commission's "How's Your Energy" program. This program will be re-implemented and marketed on an expanded basis and will be monitored to ensure conservation measures remain an integral part of all County operations.~~

Green Building Construction and Operations

~~There are two aspects to this program area. They are: designing and constructing new and refurbished County buildings in energy efficient, environmentally sound ways, and; to the maximum extent possible, conducting all aspects of County operations in a "green" manner.~~

Construction

~~The Chief Administrative Office and the Department of Public Works shall develop a sustainable design policy for the County's Capital Construction Program, consistent with the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) certification program. The sustainable design policy shall establish:~~

- ~~A process of incorporating sustainable design, construction, and operational characteristics in County capital projects.~~
- ~~A planning and design protocol that creates healthy work environments and extends a facility's useful life.~~
- ~~Performance measures to determine LEED levels of sustainability achieved.~~

~~The Energy and Environmental Team shall support the Capital Construction Programs' sustainable design policy by developing project-specific assessments on state and local programs that provide subsidies, incentives and assistance in implementing particular energy and water efficient technologies or other sustainable design features. The Team shall assist the CAO and DPW establish criteria, in accordance with the LEED certification process, for measuring life cycle energy and environmental costs and benefits for County capital construction projects. The Team shall report the results of costs and benefits analysis as well as the LEED level of sustainability achieved for each capital construction project to the Board of Supervisors.~~

Operations

~~There is a great potential to "green" basic County operations. They include such areas as:~~

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- ~~Environmentally Responsible Purchasing Standards.~~ The Team will investigate requirements and preferences for environmentally friendly packaging, environmentally safe cleaners and solvents, greater emphasis on recycled products, minimum energy efficiency standards (e.g., "Energy Star"), for appliances, etc.
- ~~Recycling Programs.~~ Although the County, through Public Works, has placed a great deal of emphasis on recycling and landfill volume reduction for County constituents, there needs to be more emphasis on recycling and waste reduction within County buildings. As an example, all County buildings should have recycling bins in visible areas for the segregation of paper, plastic, glass and other recyclables from normal waste.
- ~~Environmentally Friendly Products.~~ The Team will investigate practices such as requiring the use of environmentally friendly cleaners (i.e., as opposed to chemicals) in the County's custodial operations.
- ~~Existing County Operations.~~ To support environmental initiatives, the Team will investigate the utilization of existing resources. As an example of this, ISD will be exploring the feasibility of using its messenger operations as the primary pick-up for batteries and ink cartridges.

The above items will complement the initiatives that the Board has already implemented in this area including the HHW/E-Waste Management Programs (Household Hazardous Waste/Electronic Waste), Clean Fuels Program, Flexible Fuel Vehicles initiative, and the Off-Peak Delivery of supplies and commodities policy.

Environmental Stewardship

The County shall measure and reduce its "environmental footprint." An organization's environmental footprint is determined by the quantifiable impact of operations in terms of resource consumption, waste generation, and generation of pollutants. In particular, many organizations are now measuring and establishing goals to reduce the amount of air pollutants (e.g., greenhouse gases) produced through the direct and indirect operations.

This element of the Energy and Environmental Program shall prepare the County for adherence to potential greenhouse gas reduction legislation requirements and participation in future emission reduction credit markets. Towards this end, the County shall join the California Climate Action Registry (Registry), a non-profit public/private partnership that serves as a voluntary greenhouse gas registry to protect, encourage, and promote early actions to reduce greenhouse gas emissions. ISD shall work with the Registry to assist the County in developing measurement and reporting protocols and establishing goals for reduction of greenhouse gases. This reporting will be sent to the Registry and to the Board of Supervisors as part of regular updates by the Energy and Environmental Team. This type of emissions monitoring and reporting may be

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~~required by the state as part of the implementation of the Greenhouse Gas Reduction Act (AB32) which became California law this year.~~

Public Outreach and Education:

~~The Public Outreach and Education element of the Program shall utilize County communication and outreach channels to share utility industry information, facilitate implementation of assistance programs, and spread information and education on energy conservation practices through the region. The Energy and Environmental Team, in coordination with the region's utility companies, shall implement a program, which provides County residents with energy related information to include:~~

- ~~• Energy and Water Conservation practices,~~
- ~~• Utility rates and rate changes,~~
- ~~• Rotating power outage information,~~
- ~~• Emergency power outage information,~~
- ~~• Energy efficiency incentives.~~

~~The Team shall seek collaborations with local governments, public agencies and County affiliates to strengthen regional, centralized energy and environmental management resources and identify and develop opportunities for information and cost sharing in energy management and environmental activities.~~

THE ENERGY AND ENVIRONMENTAL TEAM

~~Different aspects of the County's existing energy and environmental programs are housed in various County departments. There is no single agency responsible for all aspects of these programs. Towards this end, a multi departmental Energy and Environmental Team will be established to further develop existing energy and environmental program goals and objectives and to monitor these programs. The Team shall be chaired by the Internal Services Department and shall include representatives from the Chief Administrative Office, Department of Public Works, Regional Planning Department and other key County departments,~~

~~The Team shall also work with all County departments, other public agencies, and industry organizations to recommend to the Board new energy and environmental programs to be included under this policy. With the Board's approval, the Team shall develop new program initiatives, goals and objectives.~~

~~**The Team shall provide periodic reports to the Board of Supervisors on the status of all County energy and environmental programs and provide information to the public and other entities on program accomplishments.**~~